

2 April 1981

Dan,

Per your request, I called [] NSA to inquire about their proposed new operations building project. As you can imagine, he was extraordinarily helpful and provided me with the following information:

STAT

- The project is called Operations Building No. 2.
- The project will consist of two buildings which will be built in two phases
 - Phase I - 330,000 sq. ft. - 8 story plus basement
 - 130,000 sq. ft. - 2 story visitor center
 - Phase II - 500,000 sq. ft. - 5 story plus basement
 - Parking Lot - 1000 cars
- Design and construction costs are projected as follows:
 - Phase I - 460,000 sq. ft. - \$55,100,000
 - A&E Design - \$2,100,000
 - Corps of Engineers handling - \$600,000
 - Phase II - 500,000 sq. ft. - \$75,500,000
 - A&E Design - \$3,700,000
 - Corps of Engineers handling -
- Costs per square foot for construction
 - Ranges from \$100 - \$120 per square foot
- Cost of preliminary studies
 - Phase I and II conceptual studies - \$125,000

- Design and Construction Schedule

- Phase I

- Design 40% complete
 - Advertise for bidding - Jan - Feb 1982
 - Construction start - March 1982
 - Complete construction - 1985

- Phase II

- Conceptual planning completed
 - Design has not started yet
 - Attempting to obtain design funds
 - Expect to complete construction in 1985
 - Construction start -- June - 1982

- Building Descriptions

- Phase I Buildings

- Austere - Typical commercial type office building
 - Thin ribbons of windows on all floors

STAT

- Building structure and envelope is essentially reinforced concrete and masonry
 - Raised computer access floors on all floors
 - Total building designed for 25 watts per square foot
 - Basement designed for formal commo/computer centers
 - Building designed as multi-purpose building to allow:
 - Provision of new computer centers
 - Computer related space (remote terminals - tape libraries)
 - Administrative office space
 - Building will consist of 25% computer/commo space and 75% office-admin-computer related space

- Phase II Building

- Similar to Phase I building but without major communications center

- Building Features

Construction costs include:

- Total building envelope and finishes
- All power and distribution to local panels only
- All HVAC and ductwork
- Lighting
- Raised flooring
- Standard telephone system
- An allocation for a majority of partitions
(may need more funds for more partitions)
- Facilities monitoring and control system
- Fire detection and sprinkler systems
- Chilled water loops in basements with vertical
distributions only to tower floors
- Chilled water sources
- Secure conduit distribution system only
- Full landscaping and moving of existing utilities
- Heat recovery system -
(did not have to build heating plant)
- Emergency generator - Phase II

- Construction Costs do not Include:

- Some partitioning
- Move into buildings
- Materials, equipment, installation of secure voice
and data distribution systems
- Materials, equipment, installation of security
alarm and related control systems
- Uninterruptable power systems (UPS systems)
- Local HVAC fan coil units and related distribution
- Local special power distributions from panels
- Any specialty systems beyond standard building
construction

- Building Function

Operation of Building

The Communications Center and 1/3 of each building will be on 24-hour operation

- Design and Construction Agent

The Corps of Engineers will be responsible for the design and construction of this two-phased project

PAST BUILDING PLANNING

<u>Period</u>	<u>Product</u>
1947 - 1962	1. Present Headquarters Building
1969 - 1973	2. Consolidation of leased space in Rosslyn/Route 123 corridor
	3. NCPC approved master plan
1975	4. Planning paper on support to ESE

CURRENT MWA SPACE HOLDINGS

17 Major Facilities

2.3 Million Net Square Feet of Space
(Chart)

25X1

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CONTINUING SPACE PROBLEMS

1. Dispersed facilities

- a. \$1.5+ million--annual cost
- b. Lease costs = \$4 1/4 million annually
- c. Human/technical factors

2. Overcrowding

- a. 124 square feet per person versus GSA's standard of 150 square feet per person.

Examples:

Defense--150 square feet per person
Treasury--200 square feet per person
GSA--201 square feet per person

- b. ADP equipment--0 square feet to 100,000 square feet
- c. Lower morale
- d. Loss of efficiency
- e. Lack of flexibility

MORE SPACE PROBLEMS

SUPPORT TO ESE

1. \$ \$ \$ for utility and backup electrical systems
2. Incrementally more costly
3. Reaching limits of expansion
4. Future ADP facilities prohibitively costly

EXAMPLE

"SAFE" (12,500 square feet)

("facility's 'tail' was the system's 'dog'")

- Location:
1. North side has only expandable transformer vault
 2. Computer center near vault
 3. Limited capability to expand the distribution system

Utility Backup: No expansion in electrical backup system

Structural: Structural columns 20 feet on center

Slab to slab height:

- 21'-6" Basement
- 14'-0" Ground floor
- 16'-0" First floor

NEW CONSTRUCTION

Objectives: Consolidation

Eliminate overcrowding

Support to ESE

Accommodate expansion of technical systems

Improve support facility reliability

Maximize use of current backup HVAC/electrical systems

Minimum life-cycle costs

Assumptions: Total MWA personnel strength to remain constant or decrease

Functions to become increasingly technical in nature

Continued or enhanced need for organizational flexibility

Internal integration of functions

X

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FACILITY ALTERNATIVES

MASTER PLAN CONCEPT

PEOPLE-USE BUILDING

SPECIAL PURPOSE BUILDING

MULTIPLE USE BUILDING

MASTER PLAN
(968,000 Square Feet)

CONCEPT

Three major building complexes
Service/maintenance complex
Visitor Center
Parking

IMPACT

Movement of Category I and II space to Langley
Special purpose space moved out of Headquarters Building
GSA shops and maintenance moved out of Headquarters Building
Square foot per person ratio in office type space raised
to 150 in Headquarters Building as well as new buildings.
Realignment and relocation of Agency components within and
between existing and proposed building complexes at Langley

ADVANTAGES

Solve overcrowding problem
Provide consolidation (Category I and II)
Staged construction
Multi-year funding
Scaled to site
NCPC approved (Although approval would undoubtedly require
revalidation)

DISADVANTAGES

Requires acquisition of additional property
Higher construction costs
Costly HVAC, Courier, Security and Commo
Separation of offices
Limited flexibility

X

PEOPLE-USE BUILDING
(790,413 Square Feet)

CONCEPT

Single office building with associated parking

IMPACT

Movement of Category I space to new office type building in Langley

Movement of selected offices from Headquarters Building to new building to provide a ratio of 150 square feet per person in Headquarters Building office type space

Provision square feet per person in new building office type space.

ADVANTAGES

Consolidation of Category I space in Langley

Eliminate overcrowding in Headquarters Building (147,643 square feet)

DISADVANTAGES

Does not include Category II

No improvement in ESE support

No improvement in flexibility to solve future technical support problems

X

SPECIAL PURPOSE BUILDING
(915,249 Square Feet)

CONCEPT

Single building plus associated parking

Consolidate all external space requiring special HVAC, Headquarters special purpose space plus some office space.

IMPACT

Movement of all ADP, Lab, etc. space in Headquarters Building and Category I and II to special purpose building

Movement of a portion of Category I office type space to Headquarters Building

Movement of remainder of Category I and II office type space to special purpose building

Provision square feet per person in new building and Headquarters Building office type space

ADVANTAGES

Consolidation

Eliminate overcrowding

Maximize design of HVAC and backup electrical systems

Flexibility for future technical expansion

Improved reliability of utility systems

Release of Headquarters space for people

DISADVANTAGES

Would not make maximum use of existing utility systems

Technical functions separated from organizational parent

Space vacated in Headquarters Building will not accommodate all of Category I space, thus some office space will be in new special purpose building.

X

MULTIPLE USE FACILITY
(915,249 Square Feet)

CONCEPT

A single building to provide both office and special purpose space plus associated parking

IMPACT

Movement of all Categories I and II space to new building

Movement of special purpose space from Headquarters Building to multi-purpose building

Provision square feet per person in new building and Headquarters Building office type space

ADVANTAGES

Consolidation

Eliminate overcrowding (147,743 square feet)

Effective support to ESE

Future expansion - flexible, efficient

Improved facility reliability

Personnel and technical equipment not separated

DISADVANTAGES

Will not allow staged construction

Will not allow multi-year funding

Not approved by NCPC

STAT

PROJECT CONSTRUCTION COST ESTIMATES¹
\$M 1986 Start³

Space Category Priority	Master Plan Concept	People-Use Building	Special-Purpose Building	Multiple-Use Facility
I (External leased space)		(135.0) 185.0		
II (2430 E. Street complex)				
Subtotal I & II	I & II (170.0) 240.6		I & II (171.4) 234.7	I & II (161.2) 213.2
III				
(NPIC)				I, II & III 318.0 (259.2) ²

¹ All options include sufficient additional space to increase office space utilization in Headquarters from square feet per person to the GSA norm of square feet per person. The cost of this additional space ranges from 10 percent to 43 percent of the total cost shown. Also, all costs shown exclude moving, furniture, drapes, office equipment, and other "start-up" costs.

² These figures include only facility construction costs and exclude any consideration of the cost of increasing the size of utility or road systems serving the Headquarters compound. Such increases may well be required, and pending an engineering analysis, it might be well to add \$20M to the figures shown.

³ Bracketed figures indicate original estimates for a 1981 start.

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INCLUDED IN BUILDING COSTS

Basic Construction

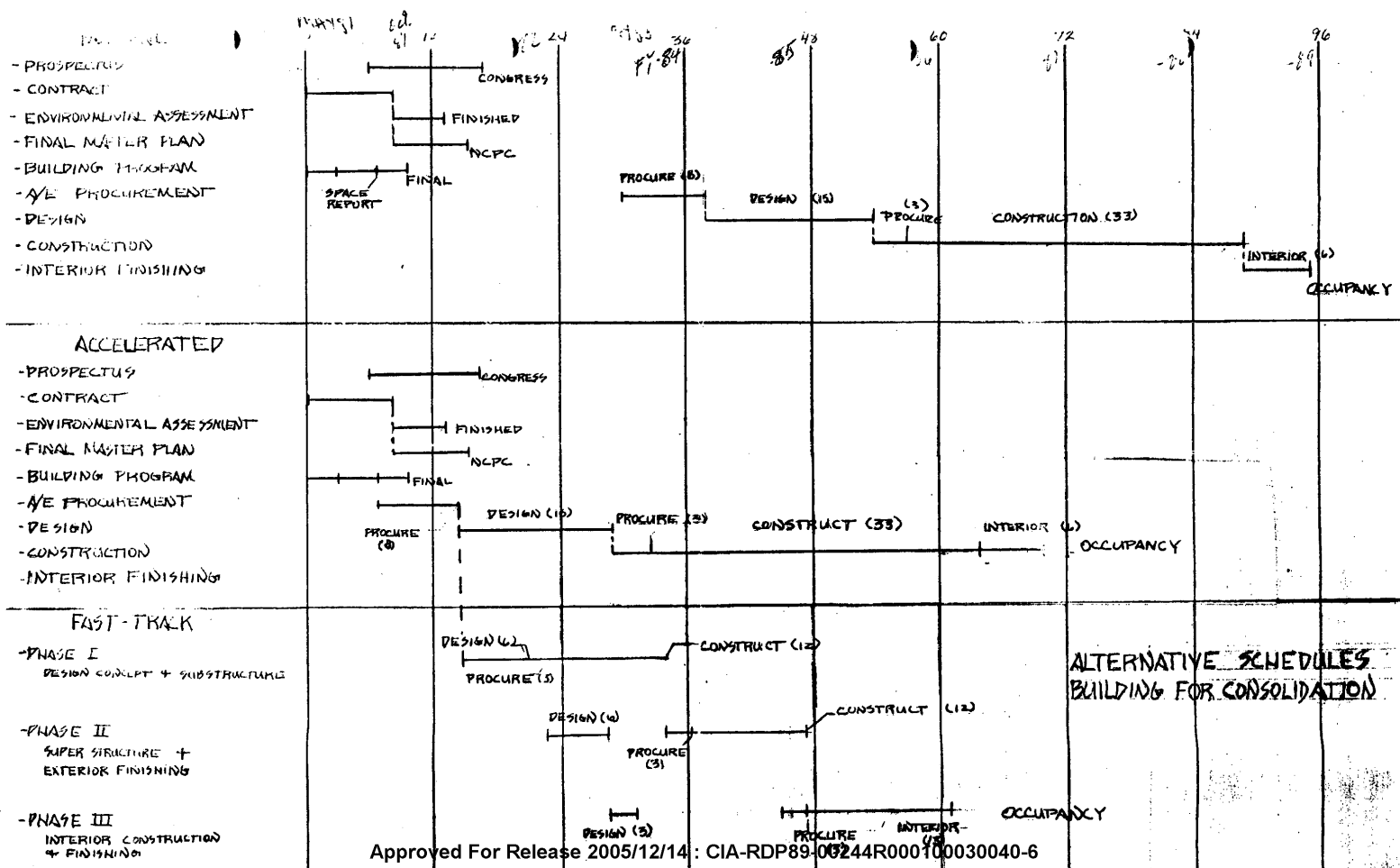
Office Space	@ \$ 58.74 sq.ft.
Special Purpose	@ 111.57 " "
Underground Parking	@ 28.06 " "
Tunnel	@ 132.00 " "

Additions

Special Features (Secure areas, conduit, raised floor, special HVAC)	@ 13.20 sq. ft.
Commo (Hardware system cost)	@ 10.56 sq. ft.
Security (alarm systems, consoles)	@ 2.64 sq. ft.

Contingencies	@ 3%
Escalation	@ 10%
A&E	@ 4%
GSA	various
Mgmt & inspection	
Review	
Testing	
etc.	

X



decision or order.

09.35 Conclusion of hearing.

(a) If no appeal has been taken from the administrative law judge's decision before the period for taking an appeal under § 209.31 has expired, and, the period for review by the Administrator on his or her own motion under § 209.30 has expired, and the Administrator does not move to review such decision, the hearing will be deemed to have ended at the expiration of all periods allowed for such appeal and review.

(b) If an appeal of administrative law judge's decision is taken under § 209.31, or if, in the absence of such appeal, the Administrator moves to review the decision of the administrative law judge under § 209.32, the hearing will be deemed to have ended upon the rendering of a final decision by the Administrator.

§ 209.36 Judicial review.

(a) The Administrator hereby designates the general counsel, Environmental Protection Agency as the officer upon whom copy of any petition for judicial review shall be served. That officer shall be responsible for filing in the court the record on which the order of the Administrator is based.

(b) Before forwarding the record to the court, the Agency shall advise the petitioner of the costs of preparing it and as soon as payment to cover fees is made shall forward the record to the court.

(FR Doc. 78-21514 Filed 8-2-78, 8:45 am)

[5820-22]

Title 41—Public Contracts and Property Management

CHAPTER 101—FEDERAL PROPERTY MANAGEMENT REGULATIONS

SUBCHAPTER D—PUBLIC BUILDINGS AND SPACE

(INTER Amdt. D-68)

PART 101-17—ASSIGNMENT AND UTILIZATION OF SPACE

Space Standards for Executive Schedule and Supergrade Personnel

AGENCY: General Services Administration.

ACTION: Final rule.

SUMMARY: This regulation establishes standards for use in assigning space to executive schedule and supergrade personnel. In the absence of published standards, widely disparate decisions have been made in the past

provision of amenities for executive schedule personnel (levels I through V) and supergrade employees (GS-16, 17, and 18). In the interest of using the public dollar judiciously, this regulation is intended to clarify the entitlements of Government executives and reduce differences in the provision of space and amenities.

EFFECTIVE DATE: August 3, 1978.

FOR FURTHER INFORMATION CONTACT:

James G. Whitlock, Director, Space Management Division, Office of Space Planning and Management, Public Buildings Service, General Services Administration, Washington, D.C. 20405, 202-566-1875.

The table of contents for part 101-17 is amended by adding the following entries:

Sec.

101-17.308 Supplemental space standards for Government executives.

101-17.308-1 Standards for executive schedule personnel.

101-17.308-2 Supplemental standards for supergrade personnel.

Subpart 101-17.3—Space Standards, Criteria, and Guidelines

1. Section 101-17.304-1 is revised as follows:

§ 101-17.304-1 Work station space allowances for general schedule personnel.

Grade	Type of assignment *	Office space †
GS 1 to 6		60
GS 7 to 11	Nonsupervisory	75
GS 7 to 11	Supervisory	100
GS 12 to 13	Nonsupervisory	100
GS 12 to 13	Supervisory	150
GS 14 to 15	Nonsupervisory	150
GS 14 to 15	Supervisory	225
GS 16, 17, and 18	Nonsupervisory	225
GS 16	Supervisory	300
GS 17	Supervisory	350
GS 18	Supervisory	400

* Supervisory means supervision of or frequent meetings with 3 or more employees within the office's confines.

† Allowance in square feet per person.

2. Sections 101-17.308, 101-17.308-1, and 101-17.308-2 are added as follows:

§ 101-17.308 Supplemental space standards for Government executives.

The standards in §§ 101-17.308-1 and 101-17.308-2 are prescribed for use in

provision of space to executive schedule personnel (levels I through V) and supergrade employees (GS-16, GS-17, and GS-18). In implementing and using these standards, the following criteria apply:

(a) These standards are used in estimating that portion of the total office space required for executive work stations, and as such are considered neither maximums nor minimums except where so noted. A degree of latitude is necessary, depending on building configuration, functional and operational needs, and the best interests of the Government.

(b) These standards shall not be retroactively applied to justify additional space or improvements for existing offices, nor shall they be used to reduce current assignments which exceed the allotments. Compliance with the standards shall be achieved through new assignments and reassignments which take place as a result of normal turnover of office space and facilities.

(c) Alterations and amenities allowed by these standards, but which exceed GSA standard levels of alteration, shall be reimbursable to GSA by the Agency involved.

(d) If they so desire, individual Agencies may adopt more stringent standards for their executives and apply such in-house allocations to their requests for space.

(e) High-level military personnel housed in GSA-controlled space shall be subject to application of these standards at the civilian level to which their rank is equivalent.

(f) In the interest of using the public dollar judiciously, Government executives are expected to exercise restraint in furnishing and equipping their offices. Since much can be accomplished by the use of currently available furnishings, "built-ins" and other unusual alterations should be kept to a minimum. All alterations and amenities not detailed herein should meet the test of reasonable cost.

(g) As long as an office is in good repair and suitable to the function of the executive position to which it is assigned, it is GSA's policy to discourage personal preferential modifications with a change in occupant.

§ 101-17.308-1 Standards for executive schedule personnel.

The following standards shall be applied in the assignment of space to executive schedule personnel, levels I through V, as indicated.

(a) Square foot allowances for private offices and conference rooms for executive schedule personnel shall be as follows (any official entitled to a private conference room, when in proximity to another, may be reason-

where private conference rooms are not authorized for use "conference-rooms-in-common" or their own offices. Common conference rooms must be justified in accordance with the provisions of § 101-17.304-2, table II.):

(1) Level I: 750 square foot private office; 500 square foot proximate conference room.

(2) Level II: 600 square foot private office; 400 square foot proximate conference room.

(3) Level III:

(i) "Directors," "Administrators," "Chairmen," "Governors," "Comptrollers," "Commissioners," "Presidents," and "Solicitors General"—500 square foot private office; 300 square foot proximate conference room.

(ii) "Deputy Administrators," "Deputy Directors," and "Under Secretaries"—500 square foot private office; private conference rooms not authorized.

(iii) "Members" of various Commissions and Boards—private office allowances variable at the determination of the GSA Regional Space Management Division but shall not exceed 400 square feet; private conference rooms not authorized.

(4) Level IV:

(i) All officials except "Members"—450 square foot private office; private conference rooms not authorized.

(ii) "Members" of various Commissions, Boards, Councils, and Authorities—private office allowances variable at the determination of the GSA Regional Space Management Division, but shall not exceed 400 square feet; private conference rooms not authorized.

(5) Level V:

(i) All officials except "Members"—400 square foot private office; private conference rooms not authorized.

(ii) "Members" of various Commissions and Boards—private office allowances variable at the determination of the GSA Regional Space Management Division, but shall not exceed 400 square feet; private conference rooms not authorized.

(b) The use of wood paneling is strongly discouraged because of its expense and the fire hazard it presents unless it is chemically treated. All requests for wood paneling must be approved by GSA.

(c) The use of vinyl wall covering is authorized for all executive schedule personnel.

(d) Allowances for toilets, sinks, and showers for executive schedule personnel shall be as follows (toilets, sinks, or showers for "Members" of various Commissions, Boards, Councils, and Authorities are not authorized, regardless of level.):

(1) Level I: Toilet, sink, vanity, and shower; 45 square feet.

(3) Level III: Toilet and sink; 30 square feet.

(4) Level IV: Toilet and sink; 25 square feet.

(5) Level V: Toilet and sink; 25 square feet.

(e) Allowances for kitchens and dining rooms for executive schedule personnel shall be as follows (kitchen and dining facilities for "Deputies," "Under Secretaries," "Assistant Secretaries," and "Members" of various Commissions, Boards, Councils, and Authorities are not authorized, regardless of level. These officials may share the facilities of their Secretaries and/or Chairmen.):

(1) Level I: 50 square foot kitchen area consisting of electric four-burner range, double oven, refrigerator, dishwasher, sink, and cabinets as necessary; 300 square foot dining area.

(2) Level II (for official serving as head of Agency): 40 square foot kitchen area consisting of electric four-burner range, single oven, refrigerator, sink, and cabinets as necessary; 250 square foot dining area.

(3) Level III (for official serving as head of Agency): 30 square foot kitchen area consisting of electric four-burner range, single oven, refrigerator, sink, and cabinets as necessary; 200 square foot dining area.

(4) Level IV: Kitchen and/or dining area not authorized.

(5) Level V: Kitchen and/or dining area not authorized.

§ 101-17.308-2 Supplemental standards for supergrade personnel.

The following standards shall be applied in the assignment of space to supergrade personnel (GS-16, GS-17, and GS-18) as indicated.

(a) Private conference rooms for supergrade personnel are not authorized. Officials shall use "conference-rooms-in-common" or their own offices. Common conference facilities must be justified in accordance with the provisions of § 101-17.304-2, table II.

(b) Use of wood paneling is not authorized for supergrade personnel.

(c) Use of vinyl wall covering is authorized for supergrade personnel.

(d) Toilets, sinks, or showers for supergrade personnel are not authorized.

(e) Kitchen and dining areas for supergrade personnel are not authorized.

(Sec. 205(c), 63 Stat. 390 (40 U.S.C. 486(c)).)

Dated: July 18, 1978.

JAY SOLOMON,
Administrator of General
Services.

[FR Doc. 78-21473 Filed 8-2-78; 8:45 am]

[6820-25]

SUBCHAPTER F—ADP AND
TELECOMMUNICATIONS

[FPMR Amdt. F-32]

PART 101-36—ADP MANAGEMENT

Data and Telecommunications Standards

AGENCY: General Services Administration, Automated Data and Telecommunications Service.

ACTION: Final rule.

SUMMARY: This regulation consolidates standards concerned with automatic data processing (ADP) and telecommunications in one regulation. This action will promote consistency and reduce confusion when Agencies cite requirements for equipment and services that comply with Federal ADP and telecommunications standards. This action also will enable the ADP and communications managers and vendors to have both ADP and telecommunication standards in the same regulation for easy reference. This regulation also updates existing standards and adds new Federal standards information that has been issued subsequent to the proposed rule.

EFFECTIVE DATE: August 3, 1978.

FOR FURTHER INFORMATION
CONTACT:

L. Perlman, Office of Management Policy and Planning, Automated Data and Telecommunications Service, General Services Administration, Washington, D.C. 20405, 202-566-0834.

SUPPLEMENTARY INFORMATION: On December 28, 1977, the Automated Data and Telecommunications Service issued a proposed rule that combined standards relating to ADP and telecommunications in subpart 101-32.13. Only one response was received that objected to this action. The objection was reconciled by deleting Federal Telecommunication Standard 1003.

NOTE.—Policies on ADP and telecommunications formerly in subchapter E and F have been transferred into the redesignated subchapter F, ADP and telecommunications. Therefore, part 101-36, and former subpart 101-32.13, to which this amendment refers, is renumbered accordingly as 101-36.13.

The table of contents for part 101-36 is amended to add or revise the following entries: